



SERVICE CONTRACT NOTICE

Procurement of GIS Database for the Union of Oussat wa Sahil al Qaytaa, Governorate of Akkar (14 municipalities) and the Union of Menieh, Governorate of North Lebanon (5 municipalities)

1. Reference

TF-MADAD/2018/T04.136

2. Procedure

Competitive negotiated

3. Programme title

Dealing with Displacement – resilient subnational government in communities in the region affected by the Syrian crisis

Madad EU Regional Trust Fund in Response to the Syrian crisis

4. Financing

TF-MADAD

5. Contracting Authority

For indirect management: Agència Catalana de Cooperació al Desenvolupament

Nationality: Spanish

CONTRACT SPECIFICATION

6. Nature of contract

Based on price.

7. Contract description

The *Agència Catalana de Cooperació al Desenvolupament*, through a consortium led by the Dutch organization of municipalities VNG, is participating in the MASAR project, a project funded by the European Union focused in the areas affected by the Syrian crisis.

The consortium of the European partners agreed that ACCD would focus its intervention in Lebanon, more specifically in the coastal plain north of Tripoli.

One of the project proposals is to improve the capacities of subnational governments to engage in holistic, area-based planning and consider different scenarios that respond to the needs of the host, refugee and IDP populations through an Area-Based Planning and the establishment of Technical Unit at the Unions of Municipalities

ACCD is implementing a pilot project to capacitate local governments in Area-Based Planning through the establishment of Technical Unit at the Unions of Municipalities (UoM). This project will develop the capacities in cartography, GIS, digitalisation of spatial data focusing on land use and household mapping, which will allow for better analysing and planning the needs in public services. Having completed a full technical



study that defined the requirements to set up a GIS system in the two UoM, ACCD will prepare a database of maps, satellite imagery and data.

8. Number and title of lot

One lot only composed by the following deliverables:

The expert/firm will provide a database of up-to-date GIS maps and satellite imagery. The expert will prepare and submit the following outputs/deliverables covering all 19 municipalities:

1. GIS Cadastral maps
2. GIS Zoning, decree and regulation maps
3. High resolution satellite images
4. Database design

Details and data attributes have to comply with the following specifications.

- Deliverable 1: Basic GIS Cadastral Maps for 19 Municipalities (Delivered data format: GIS Shapefile or Feature Class)
- Deliverable 2: Basic GIS Zoning Maps, Decree/Planning Maps and Regulations for 19 Municipalities (Delivered data format: GIS Shapefile or Feature Class)
- Deliverable 3: High Resolution Satellite Imagery (Delivered data format: Georeferenced Raster Format (.tif)).
- Deliverable 4 Database development and design (Delivered data format: PostgreSQL (for open source GIS) and ESRI Geodatabase (for commercial GIS)

9. Maximum budget

EUR: 22.000 EUR

CONDITIONS OF PARTICIPATION

10. Eligibility

Participation is open to all natural persons who are nationals of and legal persons [participating either individually or in a grouping (consortium) of tenderers] which are effectively established in a Member State of the European Union or in an eligible country or territory as defined under the Regulation (EU) N°236/2014 establishing common rules and procedures for the implementation of the Union's instruments for external action (CIR) for the applicable Instrument under which the contract is financed (see also heading 22 below). Participation is also open to international organisations.

11. Number of tenders

No more than one tender can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting a tender). In the event that a natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

12. Grounds for exclusion



As part of the tender, tenderers must submit a signed declaration, included in the tender form, to the effect that they are not in any of the exclusion situations listed in Section 2.3.3. of the Practical Guide.

13. Sub-contracting

Subcontracting is allowed.

PROVISIONAL TIMETABLE

14. Provisional commencement date of the contract

20 December 2020

15. Implementation period of the tasks

5 weeks since the signature of the Contract Agreement

SELECTION AND AWARD CRITERIA

16. Selection criteria

The following selection criteria will be applied to the tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole. If not specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

1) Economic and financial capacity of the tenderer

The average annual turnover of the tenderer must be higher to this contract's value, i.e., 22.000 Euros.

2) Professional and Technical capacity of the tenderer

The tenderer shall meet the following educational and professional qualifications of the person responsible for the execution of the contract.

The consulting firm/organization shall offer a complete team of experts in order to carry out the required tasks in the most complete professional and competent manner. The team shall comprise at a minimum the needed experts in the different fields of engineering/science involved in the performance of the tasks such as: GIS and CAD software, topography, cartographic modelling, surveying, aerial & satellite imagery, cadastral planning, etc.

The team composition and roles, with credentials and qualifications must be clearly presented in the proposal and an organizational chart showing the hierarchy in the management structure and flow of instructions/information must be inserted.

The consulting firm shall be a reputable institution, which have completed similar projects in Lebanon preferably in the North and Akkar region; shall have the relevant experience in each of the required fields of which a minimum of 6 years of experience in assessment and design of water management and irrigation systems;

Criteria of the experts:

- Education: Degree in a relevant subject related to the tasks of this contract (Architect,



Technical Architect, Bachelor's degree in Civil Engineering, Canals-Ports-Roads Engineering, or equivalent.)

- Languages: Fluency in written and spoken English and Arabic. Working knowledge of French.

This means that the project the tenderer refers to could have been started or completed at any time during the indicated period but it does not necessarily have to be started and completed during that period, nor implemented during the entire period.

Candidates/tenderers are allowed to refer either to projects completed within the reference period (although started earlier) or to projects not yet completed. In the first case the project will be considered in its whole if proper evidence of performance is provided (statement or certificate from the entity which awarded the contract, proof of final payment for services). In case of projects still on-going only the portion satisfactorily completed during the reference period although started earlier will be taken into consideration. This portion will have to be supported by documentary evidence (similarly to projects completed) also detailing its value. If a tenderer has implemented the project in a consortium, the percentage that the tenderer has successfully completed must be clear from the documentary evidence, together with a description of the nature of the services provided if the selection criteria relating to the pertinence of the experience have been used.

Previous experience which would have led to breach of contract and termination by a Contracting Authority shall not be used as reference. This is also applicable concerning the previous experience of experts required under a fee-based service contract.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to the Contracting Authority that it will have at its disposal the resources necessary for performance of the contract, for example by producing a commitment on the part of those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility - notably that of nationality - and must fulfil the same relevant selection criteria as the economic operator. With regard to technical and professional criteria, an economic operator may only rely on the capacities of other entities where the latter will perform the works or services for which these capacities are required. With regard to economic and financial criteria, the entities upon whose capacity the tenderer relies, become jointly and severally liable for the performance of the contract.

17. Award criteria

Best price-quality ratio.

TENDERING

18. Deadline for receipt of tenders

The deadline for receipt of tenders is specified in point 8 of the Instruction to Tenderers.

19. Tender format and details to be provided

Tenders must be submitted using the standard tender form for Competitive Negotiated Procedures, the format and instructions of which must be strictly observed. The tender



form is available from the following Internet address:

<http://ec.europa.eu/europeaid/prag/annexes.do?group=B> , under the zip file called Simplified Tender dossier.

The tender must be accompanied by a declaration of honour on exclusion and selection criteria using the template available from the following Internet address:

<http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A>

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

20. How tenders may be submitted

Tenders must be submitted in English exclusively to the Contracting Authority, using the means specified in point 8 of the Instructions to Tenderers.

Tenders submitted by any other means will not be considered.

By submitting a tender tenderers accept to receive notification of the outcome of the procedure by electronic means.

21. Alteration or withdrawal of tenders

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 8 of the Instructions to Tenderers. The outer envelope (and the relevant inner envelope if used) must be marked 'Alteration' or 'Withdrawal' as appropriate.

22. Operational language

All written communications for this tender procedure and contract must be in English.

23. Legal basis

Regulation (EU) N°236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action and EUTF.

Director
Agència Catalana de Cooperació al Desenvolupament